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Secretariat

ST/IC/1997/62
19 September 1997

INFORMATION CIRCULAR*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: EMPLOYMENT OF RETIREES**

1. The purpose of the present circular is to inform staff members of the modalities of application of General Assembly decision 51/408 of 4 November 1996 on the employment of retirees.

2. Employment of retirees is subject to the conditions below, set out by the Secretary-General in paragraphs 3 and 4 of his report of 16 August 1996 (A/C.5/51/2):

(a) The relevant resolutions and decisions of the General Assembly on the employment of retirees are fully respected;

(b) The regulations of the United Nations Joint Staff Pension Fund are fully respected and applied;

(c) The resort to external support does not adversely impact the development and legitimate career aspirations of serving staff;

(d) There are no qualified and available non-retiree sources of external personnel to perform the required functions;

(e) The employment of the retiree represents both a cost-effective and operationally sound solution to meeting the needs of the service.

3. Decision 51/408 set a ceiling across the board of $22,000 per calendar year for the employment of retired staff in receipt of a pension benefit from the

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* Expiration date of the present circular: 31 December 1998.

** Personnel Manual index No. 9061.

United Nations Joint Staff Pension Fund, with the exception of language services staff for whom the ceiling will be $40,000 per calendar year. The decision limited such employment in all cases to no more than six months per calendar year.

4. Taking into account the fact that the General Assembly raised the monetary amounts to update the $12,000 limit set in 1982 on compensation for the employment of retired staff, the limits indicated in paragraph 3 will be applied in the same manner as the 1982 limits. Thus, the limits will apply to the gross amount of the fee for service indicated in a special service agreement, and to the gross amount of salary, less staff assessment, for retired staff who receive a letter of appointment. Additionally, amounts unrelated to compensation for services rendered - such as travel costs, daily subsistence allowance and other per diem payments - will not be included in the amounts limited in the updated ceilings.

5. The General Assembly also decided that no former staff member in receipt of a pension benefit should be re-employed at a level higher than that at which he or she separated from the organization concerned, and that he or she should not be remunerated at a level higher than that at which regular staff are remunerated for the same function at the same duty station.

6. Additionally, the General Assembly requested that, in employing retirees under this decision, the Secretariat continue to seek geographical balance in accordance with Article 101 of the Charter of the United Nations, as well as gender balance, and that all retirees be medically cleared before re-employment.

7. Administrative instruction ST/AI/213/Rev.1 of 18 July 1984, which, inter alia, sets out the basic policies governing the reappointment of staff members over the age of retirement, will be revised to reflect decision 51/408 and to conform to the requirements of Secretary-General's bulletin ST/SGB/1997/1.

8. The present circular supersedes information circular ST/IC/1995/56 of 31 August 1995.